# Progress Report Week 14

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| **Project Name**: Database Evaluator  **Project Manager:** Changming Wu  **Date:** 16/10/16  **Reporting Period:** 10/10/16 - 16/10/16 |
| **Administrative Checks** *(check if up to date for each person)*  **Timecard: Checked**  **Current total hours to date:**   |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | | **Date** | **Changming Wu** | **Hardik Kansara** | **Kwinno Pineda** | **Patrick Cura** | **Weekly Total Hours** | | 26/09/16 - 02/10/16 | 32.5 | 34 | 32.5 | 30 | 129 |   **Current total hours:** 1665hours  **Personal Log: Checked**  **Project Diary: Updated**  **Allocated Duties**  **Backups taken: Hardik has taken weekly backup to Google Drive.**  **Backup tested:** *Yes, Tested on 16/10/16* |
| **Work completed this reporting period:**  **Hardik Kansara:**   |  |  |  | | --- | --- | --- | | Date | Tasks | Hour | | Monday, October 10, 2016 | Post Project : Create Individual Report | 6 | | Tuesday, October 11, 2016 | Post Project : Create Individual Report | 2 | | Tuesday, October 11, 2016 | Project Admin : Create Supporting Documents | 3 | | Wednesday, October 12, 2016 | Post Project : Create Individual Report | 2 | | Wednesday, October 12, 2016 | Project Admin : Create Supporting Documents | 3 | | Thursday, October 13, 2016 | Project Admin : Personal Logs | 1 | | Thursday, October 13, 2016 | Project Admin : Timesheet | 1 | | Friday, October 14, 2016 | Project Admin : Create Supporting Documents | 6 | | Saturday, October 15, 2016 | Project Admin : Create Supporting Documents | 6 | | Sunday, October 16, 2016 | Meeting : Frequent Face-to-Face Meeting with Team Members | 1 | | Sunday, October 16, 2016 | Project Admin : Create Supporting Documents | 3 |   **Changming Wu:**   |  |  |  | | --- | --- | --- | | Date | Tasks | Hour | | Monday, October 10, 2016 | Deployment : Create System test report | 2.5 | | Post Project : Create Project Close out Report | 4 | | Tuesday, October 11, 2016 | Post Project : Create Project Close out Report | 5 | | Meeting : Consulting Robert For Documents Review | 0.5 | | Post Project : Collating Documents | 0.5 | | Wednesday, October 12, 2016 | Post Project : Create Project Close out Report | 4 | | Thursday, October 13, 2016 | Post Project : Create Individual Report | 4 | | Friday, October 14, 2016 | Post Project : Create Individual Report | 4.5 | | Saturday, October 15, 2016 | Post Project : Create Individual Report | 4 | | Sunday, October 16, 2016 | Meeting : Frequent Face-to-Face Meeting with Team Members | 1 | | Project Admin : Create Supporting Documents - Team meeting minutes | 1 | | Project Admin : Create Supporting Documents - Weekly progress report (week 14) | 1 | | Project Admin : Personal Logs | 0.5 | | Project Admin : Timesheet | 0.5 |   **Kwinno Pineda:**   |  |  |  | | --- | --- | --- | | Date | Tasks | Hour | | Monday, October 10, 2016 | Meeting : Frequent Face-to-Face Meeting with Team Members | 4 | | Tuesday, October 11, 2016 | Project Admin : Create Supporting Documents | 6.5 | | Tuesday, October 11, 2016 | Meeting : Consulting Robert For Documents Review | 0.5 | | Wednesday, October 12, 2016 | Project Admin : Create Supporting Documents | 6 | | Thursday, October 13, 2016 | Meeting : Frequent Face-to-Face Meeting with Team Members | 2 | | Friday, October 14, 2016 | Post Project : Create Individual Report | 5 | | Saturday, October 15, 2016 |  |  | | Sunday, October 16, 2016 | Post Project : Create Individual Report | 8.5 |   **Patrick Cura:**   |  |  |  | | --- | --- | --- | | Date | Tasks | Hour | | Monday, October 10, 2016 | Project Admin : Personal Logs | 8 | | Tuesday, October 11, 2016 | Post Project : Create Individual Report | 8 | | Wednesday, October 12, 2016 | Post Project : Create Individual Report | 8 | | Thursday, October 13, 2016 | Project Admin : Timesheet | 1 | | Friday, October 14, 2016 | Post Project : Create Implementation Support Document | 2 | | Saturday, October 15, 2016 | Project Admin : Timesheet | 1 | | Sunday, October 16, 2016 | Project Admin : Timesheet | 1 | | Sunday, October 16, 2016 | Meeting : Frequent Face-to-Face Meeting with Team Members | 1 | |
| **Work to complete next reporting period:**  Prepare the documentations and video for the project panel. |
| **What’s going well and why:**  Complete this project and created all the deliverables which had been list on the requirement document. |
| **What’s not going well and why:**  No |
| **Suggestions/Issues:**  No |
| Project changes No |

Set Agenda for Advisor Meeting □

Set Agenda for Team Meeting □

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| Name | Sign | Date |
| Dr. Steve McKinlay |  |  |
| Patrick Cura |  |  |
| Kwinno Pineda |  |  |
| Hardik Kansara |  |  |
| Changming Wu |  |  |